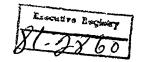
proved for Releass 2007/04/20 Clock PB 200443R001 3 22 20096 **EXECUTIVE SECRETARIAT** Routing Slip TO: **ACTION** INFO DATE INITIAL DCI X DDCI χ 3 D/ICS X DD/NFA DD/A 6 DD/O DD/S&T 8 GC LC 10 IG 11 Compt 12 D/PA 13 D/EE0 14 D/Pers 15 D/ExStf 16 AO/DCI 17 0\0bb X 18 ES 19 20 21 22 SUSPENSE 15 December Remarks:

4 For Release 2007/04/20: CIA PARSSENGAASEANA

D/ Executive Secretary 20 November 1981





19 November 1981

MEMORANDUM FOR: Deputy Director for Administration

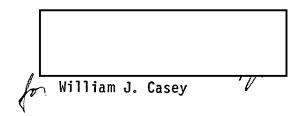
FROM:

Director of Central Intelligence

SUBJECT:

Travel Reduction Plan

At today's Cabinet meeting we were asked to have prepared in thirty days a travel reduction plan for each agency. Here are some notes I took on the discussion.



Attachment: As stated

25X1

CONFIDENTIAL



25X1

DIRECTOR OF CENTRAL INTELLIGENCE

Notes taken by DCI at Cabinet Meeting 19 November 1981

Travel

- FAA or Coast Guard plane
- Private charter cheaper than government plane
- Department can buy commercial ticket, with discounts, cheaper than tickets bought from GSA
- Cut unnecessary trips
- Reduce size of delegations
- Watch meeting locations